

FOR BOARD USE ONLY

Date Received: \_\_\_\_\_



**ALABAMA STATE BOARD OF REGISTRATION FOR INTERIOR DESIGN**

Post Office Box 11026 ♦ Birmingham, AL 35202 ♦ 205-942-8285 ♦ Fax: 205-942-8285 \*51 ♦ E-Mail [intdesbd@bellsouth.net](mailto:intdesbd@bellsouth.net)

**APPLICATION CHECKLIST**

**INSTRUCTIONS:**

Please check each item as completed and/or included. This checklist will help you file a completed application. You will be contacted if additional information is required. Fax copies are not accepted. Original documents are required.

- ☐ Non-refundable \$25.00 Application Fee. Make check payable to ALABAMA STATE BOARD OF REGISTRATION FOR INTERIOR DESIGN.
- ☐ Non-refundable \$100.00 Registration Fee. Make check payable to ALABAMA STATE BOARD OF REGISTRATION FOR INTERIOR DESIGN.
- ☐ All items on application are typed or printed clearly in black ink.
- ☐ Application is completed in its entirety.
- ☐ Resume
- ☐ Application is signed and dated.
- ☐ NCIDQ verification request submitted to NCIDQ with a copy provided to the Board.
- ☐ Official transcript(s) showing courses taken, degree and date awarded requested from college or school.
- ☐ Proof of passage of NCIDQ examination.
- ☐ Interior Design Experience Program certificate or other written verification of program completion.

**MAIL TO:**

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